

Draft Agenda
U. S. Election Assistance Commission
Board of Advisors Meeting
May 22- May 24, 2017
Courtyard Minneapolis Downtown
1500 Washington Avenue South
Minneapolis MN 55454

Monday, May 22, 2017

Travel day

OPTIONAL SITE VISIT:

1:30 pm	<i>Boarding begins</i>	<i>Hotel Lobby</i>
2:00 pm	<i>Shuttle departs for <u>optional</u> facility tour</i>	
	Grace Wachlarowicz, Assistant City Clerk and Director of Elections and Voter Services Minneapolis City Hall	
2:30 pm	Tour and general discussion with Grace Wachlarowicz	
4:30 pm	Facility tour ends	
4:45 pm	Option for BOA members: Shuttle to hotel	
Dinner	On your own	

Tuesday, May 23, 2017

7:30-8:30 am	Registration/Breakfast	<i>Foyer of Salon ABCD</i>
8:30-9:00 am	Welcome remarks from Sen. Klobuchar (via Video)	<i>Salon ABCD</i>
9:00-9:30 am	Welcome to Plenary Session Thomas Hicks, Vice-Chair, EAC Designated Federal Officer (DFO)	<i>Salon ABCD</i>
	Call to Order Neal Kelley, Chairman, EAC Board of Advisors	
	Pledge of Allegiance Neal Kelley, Chairman, EAC Board of Advisors	
	Roll Call – Determination of Quorum Sarah Ball Johnson, Vice-Chair, EAC Board of Advisors	

Tuesday, May 23, 2017, cont.

Welcoming Remarks from the Commissioners

Salon ABCD

Matthew Masterson, Chairman, EAC

Approval of Minutes of May 04-05, 2016 Meeting

Sarah Ball Johnson, Vice-Chair, EAC Board of Advisors

Michael Winn, Secretary, EAC Board of Advisors

Procedures to Fill Executive Board Vacancies

Election Certification Committee

Ballot Distribution, if multiple candidates for any one position

Voice Vote, if only one candidate per office

9:30 -10:45 am

EAC Staff Update

Salon ABCD

Presentation of FACA Responsibilities and Role of Board of Advisors under HAVA

Clifford D. Tatum, General Counsel, EAC

Overview of EAC Agency Activities

Brian Newby, Executive Director, EAC

Communications and Website Update

Brenda Bowser-Soder, Director of Communications
& Public Affair, EAC

Simona Jones, Webmaster & Social Media Specialist, EAC

10:45-11:00 am

Break/Refreshments

Foyer of Salon ABCD

11 am-Noon

EAC Staff Update (Continued)

Salon ABCD

Voluntary Voting System Guidelines and Equipment Certification,

Brian Hancock, Testing & Certification Director, EAC

Linda Lamone, Administrator of Elections, Maryland State Board of Elections

Mary Brady, Manager of Voting Program, NIST

Noon-1:30 pm

Lunch

Salon E & F

David Beirne, Director, Federal Voting Assistance Program

Kamanzi Kalisa, Director of Overseas Voting Initiative, CSG

1:30-2:00pm

*The Honorable Steve Simon,
Secretary of State of Minnesota*

Salon E & F

2:00-3:00 pm

Elections as Critical Infrastructure

Salon E & F

Geoff Hale, Department of Homeland Security

Brian Newby, Executive Director, EAC

Mark Listes, Esq., Program Management Specialist (Attorney Advisor), EAC

Tuesday, May 23, 2017, cont.

3:00-3:15 pm	Break/Refreshments	<i>Foyer of Salon ABCD</i>
3:15-4:15 pm	#GamePlan17 Discussion	<i>Salon ABCD</i>
	Election Administration Survey Brian Newby and Sean Greene, EAC	
	List Maintenance Language, Data, Accessibility Events Sean Greene and Brenda Bowser-Soder, EAC	
	<i>Voting Ends, if secret ballot was necessary</i>	
4:15 -4:45 pm	Update on USPS Tammy Patrick, Senior Advisor, Democracy Fund	<i>Salon ABCD</i>
4:45- 5:00 pm	Wrap-up of 2016 (Brief Video, Discussion) Thomas Hicks, Vice-Chair, EAC/DFO Vote tabulation of secret ballots, if necessary	<i>Salon ABCD</i>
	Adjourn for the Day Thomas Hicks, Chairman, EAC/DFO	
<i>Dinner</i>	On your own (List of suggestions to be provided)	
Evening	Option of BOA Chair to convene Executive/By-law Sub-committee assignments	<i>Salon ABCD</i>

Wednesday, May 24, 2017

7:30-8:15 am	Breakfast	<i>Foyer of Salon ABCD</i>
8:15 -8:30 am	Welcome, Introduction of New officers	<i>Salon ABCD</i>
8:30 -9:30 am	Executive Committee Reporting	<i>Strategy, Logic, Boardroom</i>
9:30 -9:45 am	Break/Refreshments	<i>Foyer of Salon ABCD</i>
9:45 -10:15 am	Updates from Standing Board or Committees	<i>Salon ABCD</i>
10:15-11:00 am	Open Discussion	<i>Salon ABCD</i>
11:00-11:15 am	Plenary Adjournment Thomas Hicks, Vice-Chair, EAC/DFO	<i>Salon ABCD</i>